

10 The Performance Assessment Report

CCQAS 2.8 provides the capability for online generation, completion, and review of a Performance Assessment Report (PAR) for a privileged provider for every privileging period in every duty assignment. CCQAS will automatically initiate the PAR process to document the provider's performance prior to the renewal of clinical privileges at the same location, or the award of privileges at a PCS location, or following the completion of duty at an ICTB location. The PAR process may also be manually initiated independent of these privileging events for any provider that has an approved electronic application in CCQAS.

Although the exception rather than the rule, the automated PAR may be cancelled by the CC/MSSP/CM and replaced with an offline PAR process that occurs outside the CCQAS application. This process is addressed in Section 10.7.

10.1 Automated Initiation of the PAR Process

CCQAS was designed to initiate the PAR process in support of upcoming privileging actions for a provider. CCQAS will automatically initiate the PAR process under the following circumstances:

- When a Renewal application is created for a provider (Section 9), the automated PAR process will initiate for the current privileging period that is about to expire
- When a PCS transaction is initiated for a provider (Section 8), the automated PAR will initiate for the most recent privileging period at the losing facility
- When a period of ICTB duty ends for a provider (Section 7), and the ICTB duty was greater than 3 days in duration, the automated PAR process will initiate for the work performed at the ICTB location

When CCQAS generates a Renewal application or a Transfer (PCS) application for a provider, it will also generate a new work list item for the CC/MSSP/CM entitled, "Task = *Setup PAR*" (Exhibit 10.1-1).

The screenshot displays the CCQAS 2.8 web application interface. The browser address bar shows 'https://ccqasval28.csd.disa.mil - CCQAS Version 2.8 - Centralized Credentials Quality Assurance - Microsoft Internet Explorer'. The application header includes the CCQAS logo, the tagline 'A Worldwide Credentialing, Risk Management, and Adverse Actions System Supporting Medical Personnel Readiness', and navigation links for 'Submit Ticket', 'Security Briefing', and 'Logoff'. Below the header is a menu bar with 'Credentialing', 'Privileging', 'Reports', 'System', and 'Help'. The main content area is titled 'WorkList for W1HHAA, USA LANDSTUHL RMC'. It features a 'Work List' tab and an 'Applications' tab. The 'Work List' section includes filters for 'Status: Open Tasks', 'Role: All', and a date range 'Show tasks with a start date between 05/17/2005 and 05/17/2006'. A 'Filter' button and a 'User' dropdown set to 'PAC37, PAC37' are also present. A table below lists the work list items:

Task	Role	From (Role)	Provider	App Type	Corps	Task Start Date	Task Complete Date
Setup PAR	CC/MMSPP	N/A	PROVIDER91, PROVIDERS1	1st E-App	Medical Corps	05/17/2006	

Exhibit 10.1-1. CC/MSSP/CM Work List Item – Setup PAR

It is the responsibility of the CC/MSSP/CM at the facility or unit that “owns” the provider’s credentials record to assign one or more PAR Evaluators to complete the PAR form for the provider’s most recent privileging period. CCQAS provides the option to route the completed PAR to one or more PAR Reviewers, who are then requested to review the completed PAR and provide their concurrence or non-concurrence with its content. The inclusion of PAR Reviewers in the PAR process is not required by CCQAS, but should be performed according to Service policy.

The “*Setup PAR*” task that is generated for ICTB duty will be sent to the CC/MSSP/CM at the ICTB location. CC/MSSP/CM at the ICTB location will then be responsible for ensuring that the assessment for the provider’s performance while on ICTB is completed.

The completion of a PAR is required by CCQAS in order for the CC/MSSP/CM to route a Renewal application or PCS Application for review and approval. Completion of future privileging actions may also be contingent upon the completion of any ICTB PARs due on a provider who performed temporary duty at one or more MTFs between privileging cycles.

The routing, completion and review of the PAR are discussed in Section 10.3 and 10.4.

10.2 Manual Initiation of the PAR Process

The PAR process may also be manually initiated for any provider as long as he/she has an approved electronic application in CCQAS. A PAR is manually initiated by the CC/MSSP/CM by selecting “Work List” from the “Privileging” main menu, and then clicking on the “My Applications” tab. A list of all applications processed for all providers during the default date range will be returned (Exhibit 10.1-1). A PAR may be manually initiated for any completed application that is listed on the “Applications” screen.

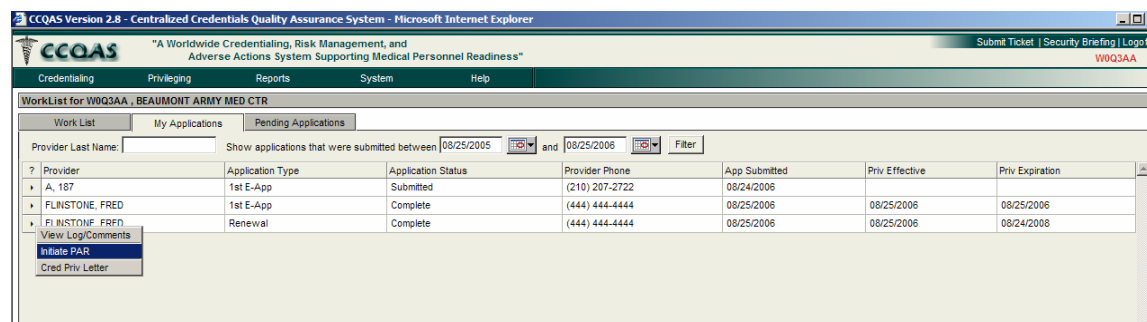


Exhibit 10.2-1. Initiate PAR Menu Item

The CC/MSSP/CM will select “Initiate PAR” from the list of options in the hidden menu for the provider’s selected application coinciding with the period on which the PAR is to be based. If the provider has multiple, completed applications in CCQAS, it is important for the CC/MSSP/CM to select the application associated with the privileging period that requires a PAR. This is because the PAR form that is generated by CCQAS will reflect

the awarded privileges associated with the application, from which the PAR was manually initiated.

10.3 The Routing of the PAR

The PAR routing, completion, and review process is the same regardless of whether the “Setup PAR” task was automatically initiated by CCQAS or manually initiated by the CC/MSSP/CM. Once the CC/MSSP/CM opens the “Setup PAR” task, or manually initiates the PAR, the “PAR Routing” screen (Exhibit 10.3-1) is returned.

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Credentialing Privileging Reports System Help

PAR Routing

Provider Name: FLINSTONE, FRED SSN: 400400400 Provider Category: Physician
Branch: Army (USA) Active Duty Rank/Grade: Lieutenant Colonel Corps: MIC
Application Submitted: 08/25/2006 Privileges Effective: 08/25/2006 Privilege Expiration: 08/24/2008
Period of Evaluation: 08/25/2006 to 08/24/2008 Type: ☒ Electronic PAR ☐ Offline PAR
Purpose of Evaluation: Renewal of Staff Appointment/Privileges

Nuclear Medicine (A)

PAR Evaluator

Available PAR Reviewers [Optional]

Selected PAR Reviewers [Optional]

PARREV15 PARREV15
PARREV16 PARREV16

Submit Close Cancel PAR

Exhibit 10.3-1. PAR Routing Screen

Important features of the “PAR Routing” screen include:

- The provider’s demographic information will be displayed in read-only format on the screen header
- The **Period of Evaluation** should auto-populate, displaying the time period over which the awarded privileges apply. The dates are editable by the CC/MSSP/CM
- The **Purpose of Evaluation** will auto-populate if the Setup PAR task was automatically generated by CCQAS. If the PAR was manually initiated, the CC/MSSP/CM should make the appropriate selection from the pick list
- The names of all individuals who have the PAR Evaluator role assigned to their user account should appear in the PAR Evaluator pick list
- If the provider was privileged in more than one specialty, one PAR Evaluator should be assigned for each specialty in which the provider was privileged during the evaluation period
- The names of all individuals who have the PAR Reviewer role assigned to their user account should appear in the PAR Reviewer box
- Assignment of one or more PAR Reviewers is optional; assignment of PAR reviewers should be according to Service or facility policy

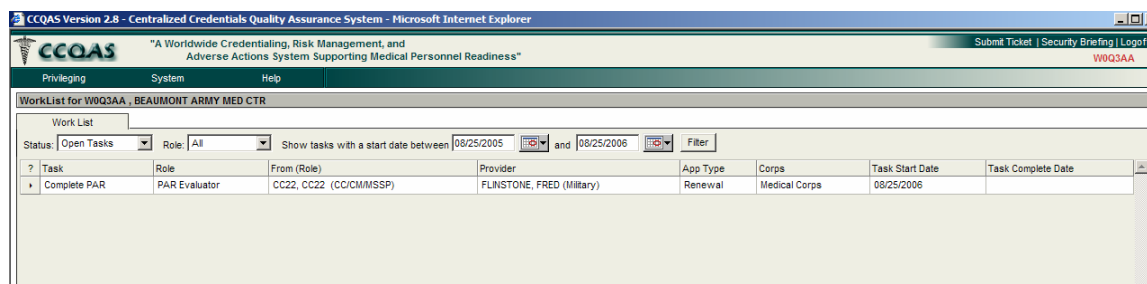
The CC/MSSP/CM may perform one of the following actions on the PAR Routing screen:

- The CC/MSSP/CM may cancel the PAR task by selecting <**Cancel PAR**>. This will result in the removal of the Setup PAR task from the work list and cancel the PAR completion requirement for the associated application
- The CC/MSSP/CM may populate all required fields on the PAR Routing screen and click <**Submit**> to send the electronic PAR to the assigned PAR Evaluator
- If the online PAR process will be replaced by a paper-based PAR process, the radio button for **Offline PAR** should be selected prior to clicking <**Submit**>. The offline PAR process is discussed in Section 10.7
- The CC/MSSP/CM may close the PAR Routing screen and return to the work list by clicking <**Close**>. The “Setup PAR” task will remain open in the work list

After the CC/MSSP/CM enters all required information in the PAR Routing screen and clicks <**Submit**>, each assigned PAR Evaluator will be sent an email notification indicating the presence of a new task in their work list that requires action.

10.4 Completing the PAR – The PAR Evaluator Role

After the CC/MSSP/CM submits the routing for the PAR, each assigned PAR Evaluator will receive a new work list item with “Task = *Complete PAR*” (Exhibit 10.4-1).



Task	Role	From (Role)	Provider	App Type	Corps	Task Start Date	Task Complete Date
Complete PAR	PAR Evaluator	CC22, CC22 (CC/MSSP)	FLINSTONE, FRED (Military)	Renewal	Medical Corps	08/25/2006	

Exhibit 10.4-1. PAR Evaluator Work List Task – Complete PAR

When the PAR Evaluator opens the “*Complete PAR*” task, the “Profile” section of the “Performance Assessment Report” is returned.

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Privileging System Help

Performance Assessment Review Form Close Record

Navigation Bar: Profile, Save, Provider, Comments

Provider Information:

- Name: FLINSTONE, FRED
- Identifier: 400-40-0400
- Identifier Type: Social Security Number
- NP: N/A
- Privilege Category: Nuclear Medicine (A)
- Branch of Service: A11 Army (USA) Active Duty
- Rank/Grade: LTC
- Position: Physician
- Department/Service: Nuclear Medicine (A)
- Period of Evaluation: 08/25/2006 to 08/24/2008
- Purpose of Evaluation: Renewal of Privileges
- Reporting Activity/Facility: W0Q3AA, BEAUMONT ARMY MED CTR

Comments

Exhibit 10.4-2. Profile Section of the PAR

The “Profile” section provides demographic information about the provider and the location, time period and provider’s privilege category (specialty) that require evaluation. The PAR Evaluator may navigate between different sections of the application by clicking the vertical **Navigation** bar along the left side of the screen, to open up the list of sections.

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Performance Assessment Review Form Close Record

Navigation Bar:

- Profile
- Privileges Evaluated
- Quality Management Meas.
- Facility Wide Measures
- Practice Volume
- Professional Development
- Clinical/Technical
- Performance Questions
- Personal Evaluation
- Questions
- E-Signature
- Documents
- PAR Summary (PDF)
- PAR Summary

Provider Information:

- Name: FLINSTONE, FRED
- Identifier: 400-40-0400
- Identifier Type: Social Security Number
- NP: N/A
- Privilege Category: Nuclear Medicine (A)
- Branch of Service: A11 Army (USA) Active Duty
- Rank/Grade: LTC
- Position: Physician
- Department/Service: Nuclear Medicine (A)
- Period of Evaluation: 08/25/2006 to 08/24/2008
- Purpose of Evaluation: Renewal of Privileges
- Reporting Activity/Facility: W0Q3AA, BEAUMONT ARMY MED CTR

Exhibit 10.4-3. Navigation Bar of the PAR

Note: All documents that are associated with the privilege application, on which the PAR evaluation period is based, are viewable by selecting “Documents” from the Navigation bar.

The next section of the PAR form is the “Privileges Evaluation” section. In Army facilities, PAR Evaluators should indicate their assessment of the provider’s performance for each privilege granted to the provider. If the PAR Evaluator selects “Unacceptable” for any of the privilege items, a comment will be required in order to save the information entered on the screen. The PAR Evaluator may also add a comment for any item by clicking on the empty note icon (□). Once a comment is added, the empty note icon (□) will become a filled note icon (■). When all items have been evaluated, the PAR Evaluator clicks <Save>.

Exhibit 10.4-4. Privileges Evaluated Section for the Army PAR

In Air Force facilities, this section of the PAR presents a read-only listing of the privileges awarded to the provider, and no action on each privilege is required on the part of the PAR Evaluator. The PAR evaluator, however, must render a general assessment of the provider's competency at the end of the PAR form.

In Navy facilities, this section of the PAR has two portions: one for core privileges and another for supplemental privileges. The PAR evaluator will make a general assessment for the core, but each supplemental privilege will require the same action as the Army assessment of each privilege.

The next section of the PAR form is the "Quality Management Measures" section.

Exhibit 10.4-5. Quality Management Measures Section of the PAR

To add a measure, the PAR Evaluator will click <Add>. A screen will be returned with a pick list of different types of measures to select (Exhibit 10.4-6). For each type of measure selected, different data fields will be enabled to collect the appropriate information for the measure.

The screenshot shows the CCQAS Version 2.8 interface in Microsoft Internet Explorer. The main window is titled "Performance Assessment Review Form". On the left is a vertical navigation bar with "N A V I G A T I O N". The top navigation bar includes "Privileging", "System", and "Help". The "Quality Management Measures" section is active, showing a "Save" button and a "Close" button. Below this is the "Measure Information" section, which includes a "Type" dropdown menu. The dropdown menu is open, displaying a list of measure types: Surgical Case Review, Blood Products Utilization Review, Medication Review, Peer Review, Administrative Medical Record Review, Department Specific Review, and Command Specific Review. Other fields in the "Measure Information" section include "Records Reviewed", "Records with Discrepancies", and "Practice/Care within standards?". Below the "Measure Information" section are the "Problem Description" and "Comments" sections, each with a text area and a "Go" button.

Exhibit 10.4-6. Types of Quality Management Measures

In general, a comment in the **Comments** section of the screen is required, if “**Practice/Care within standards? = No**” is entered for any of the documented measures.

As each measure is assessed, the PAR Evaluator will select <Save>. Multiple measures, as many as are appropriate to clearly paint as complete a picture as possible of the provider’s performance, may be assessed and entered in the “Quality Management Measures” section of the PAR.

The “Quality Management Measures” and “Practice Volume” metrics (described below) will differ, depending upon the provider category. Physicians, allied health providers, and nurse practitioners have a different set of measures than those for dentists; preventive medicine physicians, and dental hygienists have their own unique sets of measures.

The next section of the PAR form is the “Facility Wide Measures” section (Exhibit 10.4-7). The information entered into this section of the PAR will depend on the measures being monitored over the period of evaluation or the standard measures used by the Service or facility for performing PARs.

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Privileging System Help

Performance Assessment Review Form Close Record

NAVIGATION

Facility-Wide Measures

Add

?	Facility Measure	Comment
No Records Found.		

Exhibit 10.4-7. Facility-Wide Measures Section of the PAR

To add a measure, the PAR Evaluator will click <Add>. A screen will be returned with a pick list of different types of measures to select (Exhibit 10.4-8). For each type of measure selected, different data fields will be enabled to collect the appropriate information for the measure.

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Performance Assessment Review Form Close Record

NAVIGATION

Facility-Wide Measures

Save Close

Measure Information

Measure Type: Utilization Review

Utilization Type: Infection Control

Number of records reviewed:

Number of records with discrepancies:

Utilization of [either Consultations, Referrals or Ancillary Services] appropriate/within standards? ☐ Yes ☐ No

Ancillary Service

Comments

Exhibit 10.4-8. Types of Facility-Wide Measures

As each measure is assessed, the PAR Evaluator will select <Save>. Multiple measures, as many as are appropriate to clearly paint as complete a picture as possible of the provider's performance, may be assessed and entered in the "Facility Wide Measures" section of the PAR.

The next section of the PAR form is the "Practice Volume" section.

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Performance Assessment Review Form Close Record

NAVIGATION

Practice Volume Save

Procedures

Number of Diagnostic Procedures in Radiology:

Number of Operating Room Procedures:

Number of Invasive Ambulatory Procedures:

Number of Non-Invasive Ambulatory Procedures:

Total Number of Procedures: 0

Monthly Data

Average Monthly Admissions:

Average Monthly Outpatients Seen:

Average Monthly Emergency Room Patients Seen:

Percentage of Time in Direct Patient Care: %

Leave/Absence Data

TAD/TDY Days:

Sick Days:

Leave Days:

Other (e.g. Administrative Duties):

Total Number of Days Unavailable: 0

Comments

Exhibit 10.4-9. Practice Volume Section of the PAR

CCQAS will automatically sum the **Total Number of Procedures** and the **Total Number of Days Unavailable** as the PAR Evaluator enters data for the individual metrics.

As already mentioned above, “Practice Volume” metrics will differ depending on provider category. Physicians, allied health providers, and nurse practitioners have a different set of measures from those for dentists, while preventive medicine physicians and dental hygienists have their own unique sets of measures.

The next section of the PAR is the “Professional Development” section (Exhibit 10.4-10). This section is pre-populated using data from the Continuing Education section of the provider’s credentials record. The sum of credits accrued in each credit category is displayed for the PAR evaluation period and over the past three years. A summary of the associated continuing education courses is listed on the bottom half of the screen.

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Performance Assessment Review Form Close Record

Professional Development

Save

Category	Evaluation Period	Last 3 Years
Number of Credit Hours this Period of Evaluation:		
Credit Category 1	0	0
Credit Category 2	0	0
Credit Category 3	0	0
Credit Category 4	0	0
Credit Category 5	0	0

Number of Papers published during this evaluation period: 0

Number of Professional Presentations during this evaluation period: 0

Number of other Recognitions of Professional Achievements: 0

Credit Category	Course Title	Date	Location	Sponsor	Credit Hours
Credit Category 2	Today's Incisions	04/15/1992	Univ of Cal/Berkeley		2

Comments

Exhibit 10.4-10. Professional Development Section of the PAR

The PAR Evaluator should enter the number of papers published, presentations given, etc., in the center of the screen, and any pertinent supporting comments, and click <Save>.

The next section of the PAR form is the "Clinical/Technical Performance Questions" section.

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Performance Assessment Review Form Close Record

Clinical/Technical Performance Questions

Save

Evaluation Elements		Comments
1) Basic Professional Knowledge:	<input type="radio"/> Satisfactory <input type="radio"/> Unsatisfactory <input type="radio"/> Not Observed	<input type="text"/>
2) Professional Judgment:	<input type="radio"/> Satisfactory <input type="radio"/> Unsatisfactory <input type="radio"/> Not Observed	<input type="text"/>
3) Technical Skills/Competence:	<input type="radio"/> Satisfactory <input type="radio"/> Unsatisfactory <input type="radio"/> Not Observed	<input type="text"/>
4) Patient Management Skills:		
Outpatient	<input type="radio"/> Satisfactory <input type="radio"/> Unsatisfactory <input type="radio"/> Not Observed	<input type="text"/>
Inpatient	<input type="radio"/> Satisfactory <input type="radio"/> Unsatisfactory <input type="radio"/> Not Observed	<input type="text"/>
5) Ethical Conduct:	<input type="radio"/> Satisfactory <input type="radio"/> Unsatisfactory <input type="radio"/> Not Observed	<input type="text"/>
6) Communication Skills:		
Written	<input type="radio"/> Satisfactory <input type="radio"/> Unsatisfactory <input type="radio"/> Not Observed	<input type="text"/>
Oral	<input type="radio"/> Satisfactory <input type="radio"/> Unsatisfactory <input type="radio"/> Not Observed	<input type="text"/>
7) Interpersonal Skills:	<input type="radio"/> Satisfactory <input type="radio"/> Unsatisfactory <input type="radio"/> Not Observed	<input type="text"/>
8) Leadership Skills:	<input type="radio"/> Satisfactory <input type="radio"/> Unsatisfactory <input type="radio"/> Not Observed	<input type="text"/>
9) Sense of Responsibility:	<input type="radio"/> Satisfactory <input type="radio"/> Unsatisfactory <input type="radio"/> Not Observed	<input type="text"/>
10) Other(Describe in text box): <input type="text"/>	<input type="radio"/> Satisfactory <input type="radio"/> Unsatisfactory <input type="radio"/> Not Observed	<input type="text"/>

Comments

Exhibit 10.4-11. Clinical/Technical Performance Questions Section of the PAR

If the PAR Evaluator selects *Unsatisfactory* to any of the questions, a comment will be required in order to save the information entered on the screen. The PAR Evaluator may also add a comment for any item by clicking on the empty note icon (). Once a

comment is added, the empty note icon will become a filled note icon (📝). When all items have been evaluated, the PAR Evaluator clicks <Save>.

The next section of the PAR form is the “Personal Evaluation Questions” section.

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Privileging System Help

Performance Assessment Review Form Close Record

Navigation Bar: N, A, V, I, G, A, T, I, O, N

Personal Evaluation Questions

Save

To the best of your knowledge

Question	Yes	No	N/A	Comments
1) Is there any aspect of the provider's health that should be considered when granting privileges?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
2) Is the provider's attendance and participation in staff and committee meetings acceptable?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
3) Has this provider had privileges or staff appointment adversely denied, suspended, limited or revoked?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
4) Has this provider been the subject of an investigation?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
5) Has this provider had substandard care substantiated through one of the actions in (4) above?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
6) Has this provider required counseling, additional training, or special supervision related to clinical practice?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
7) Has this provider failed to obtain appropriate clinical consultation?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
8) Has this provider been the subject of disciplinary action?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
9) Has this provider been diagnosed with alcohol dependency or substance abuse or having an organic mental disorder or psychotic disorder?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
10) Has this provider required modification of practice due to health status?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
11) Other: <input type="text"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>

Comments

Exhibit 10.4-12. Personal Evaluation Questions Section of the PAR

If the PAR Evaluator selects “No” in answer to question #2, and “Yes” in answer to the other questions, a comment will be required in order to save the information entered on the screen. The PAR Evaluator may also add a comment for any response by clicking on the empty note icon (📝). Once a comment is added, the empty note icon will become a filled note icon (📝). When all questions have been answered, the PAR Evaluator clicks <Save>.

At any time during the completion of the PAR, the PAR Evaluator may review all information entered into the PAR form. The PAR form may be viewed by selecting “PAR Summary” from the Navigation bar. When this option is selected, CCQAS will return a read-only version of the PAR form (Exhibit 10.4-13) containing all information that was entered to date by the PAR Evaluator.

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Performance Assessment Review Form Close Record

PERFORMANCE ASSESSMENT REPORT

SECTION I - PROFILE

NAME (Last, First MI) FLINSTONE, FRED	RANK/GRADE ITC	NPI N/A
POSITION Physician	SPECIALTY Surgery - General	DEPT/SERVICE Nuclear Medicine (A)
REPORTING ACTIVITY/FACILITY All Army (USA) Active Duty		
PURPOSE OF EVALUATION Renewal of Privileges		PERIOD OF EVALUATION 08/25/2006 to 08/24/2008
Comments		

SECTION II - PRIVILEGES BEING EVALUATED

PRIVILEGE	RESULT	ACCEPTABLE	NOT ACCEPTABLE	NOT OBSERVED
Category I clinical privileges	Fully Competent			
Category II clinical privileges	Fully Competent			
Category III clinical privileges	Fully Competent			
Category IV clinical privileges	Fully Competent			
PET (coincidence or dedicated)	Fully Competent			
Planar	Fully Competent			
SPECT	Fully Competent			
PET (coincidence or dedicated)	With Supervision			
Planar	With Supervision			
SPECT	With Supervision			
Treatment of patients using radiopharmaceuticals that is limited to specified radioisotopes and/or procedures, e.g., I-131 for hyperthyroidism.	Fully Competent			
Treatment of patients using radiopharmaceuticals. All radioisotopes.	Fully Competent			
Laboratory type studies including radioimmunoassay and blood volume/component analysis using radiopharmaceuticals that is limited to specified procedures. (Specify)	Fully Competent			
Laboratory type studies including radioimmunoassay and blood volume/component analysis using radiopharmaceuticals. All procedures.	Fully Competent			
Bone Densitometry	Fully Competent			

Exhibit 10.4-13. PAR Summary Form

The same form may be generated as a read-only PDF file by selecting "PAR Summary (PDF)". The .PDF file may be printed or electronically downloaded to the user's computer hard drive or some other memory device.

The PAR Evaluator will click the "E-Signature" section of the PAR to open up the e-signature tab after all other sections have been completed and reviewed. The PAR Evaluator will then enter an overall assessment of the provider's performance, add any supporting comments, and then click <Submit> to complete the PAR task.

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Performance Assessment Review Form Close Record

E-Signature

Evaluator Statement

I reviewed this provider's clinical performance data and credentials file and found them to be ☐ Within ☐ Not Within standards.

This provider's performance data ☐ Demonstrates ☐ Does Not Demonstrate current competency.

Comments:

Submit

Exhibit 10.4-14. E-Signature Section of the PAR

A confirmation screen (Exhibit 10.4-15) will be returned, asking the PAR Evaluator to ensure that all sections of the PAR have been reviewed.

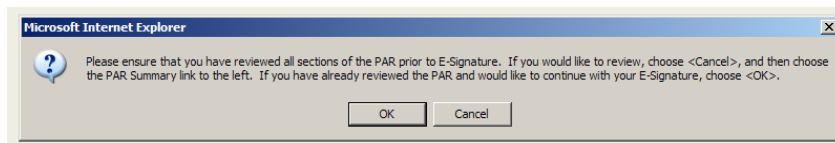


Exhibit 10.4-15. E-Signature Confirmation Screen

When the PAR Evaluator clicks **<OK>**, the screen is refreshed to display the work list. The *Complete PAR* task is now closed. Upon completion of the PAR, CCQAS will send email notifications to the PAR Reviewers (if any were assigned) and the provider, indicating the presence of a new task in their work list.

Once the PAR has been submitted, CCQAS will allow the CC/MSSP/CM to proceed with the routing of the Renewal or PCS application for review and approval. Review of the PAR by assigned PAR Reviewers or the provider is not required for the routing of a Renewal or PCS privilege application.

10.5 Reviewing the PAR – The PAR Reviewer Role

After the PAR Evaluator submits the completed PAR, each assigned PAR Reviewer receives a new work list item with “Task = *Review PAR*”.

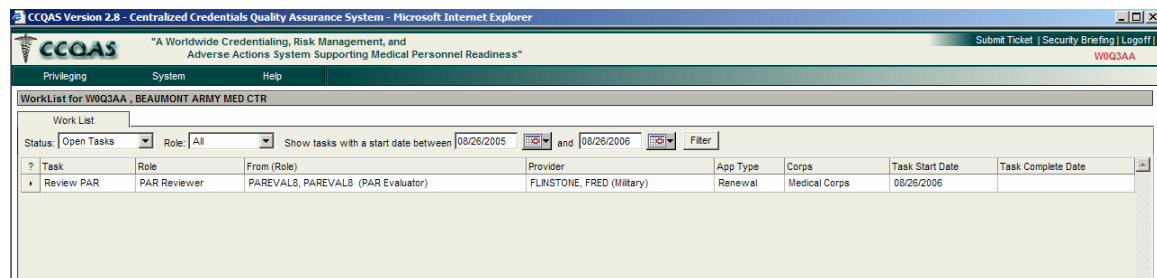


Exhibit 10.5-1. PAR Reviewer Work List Task – Review PAR

When the provider opens the *Review PAR* task, the PAR will be returned, in read-only format. The provider reviews the PAR and then opens the **Navigation** bar and selects the “E-Signature” section.

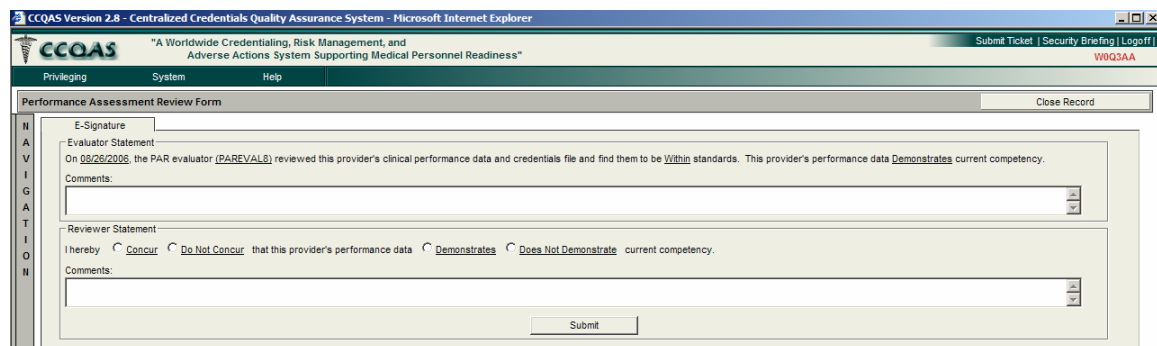


Exhibit 10.5-2. PAR Reviewer E-Signature Screen

On the “E-Signature” screen, the overall evaluation and comments rendered by the PAR Evaluator are presented. The reviewer enters his/her assessment of the PAR and optional comments in a second **Comments** box, and then clicks <**Submit**> to enter his/her concurrence or non-concurrence with the PAR.

The reviewer’s concurrence with the PAR is not required in order for a Renewal or PCS application to be routed for review and approval.

10.6 Reviewing the PAR – The Provider Role

After the PAR Evaluator submits the completed PAR, the Provider receives a new work list item with “Task = *Review PAR*”. The provider and any PAR Reviewer(s) that were assigned by the CC/MSSP/CM during the routing of the PAR, will receive their Review PAR tasks simultaneously.

Task	App Type	MTF	CC/CM/MSSP	CC/CM/MSSP Phone	Task Start Date	Task Complete Date
Review PAR (Military)	Renewal	W003AA, BEAUMONT ARMY MED CTR	CC22 CC22	(111) 222-3333	08/26/2006	
Complete Application (Military)	Renewal	W003AA, BEAUMONT ARMY MED CTR			08/25/2006	

Exhibit 10.6-1. Provider Work List Task – Review PAR

When the provider opens the “*Review PAR*” task, the PAR will be returned, in read-only format. The provider reviews the PAR and then opens the **Navigation** bar and selects the “E-Signature” section.

Navigation

E-Signature

Evaluator Statement

On 08/26/2006, the PAR evaluator (PAREVAL8) reviewed this provider's clinical performance data and credentials file and find them to be Within standards. This provider's performance data Demonstrates current competency.

Comments:

Provider Statement

I have completed a review of this evaluation.

Comments:

Submit

Exhibit 10.6-2. Provider E-Signature Screen

On the E-Signature screen, the overall evaluation and comments rendered by the PAR Evaluator are presented. The provider may enter optional comments in a second **Comments** box, and then click <**Submit**> to acknowledge that he/she has reviewed the PAR.

The provider's acknowledgement of the PAR is not required in order for a Renewal or PCS application to be routed for review and approval.

10.7 Bypassing the Automated PAR Process

If it is determined that an offline, paper PAR process should be performed in lieu of the electronic PAR, the CC/MSSP/CM should select the radio button corresponding to **“Offline PAR”** on the PAR Routing screen and click **<Submit>**.

The screenshot shows the CCQAS Version 2.8 interface in Microsoft Internet Explorer. The page title is "A Worldwide Credentialing, Risk Management, and Adverse Actions System Supporting Medical Personnel Readiness". The user is logged in as W0Q3AA. The "PAR Routing" section displays the following information:

- Provider Name: FLINSTONE, FRED
- Branch: Army (USA) Active Duty
- Application Submitted: 08/25/2006
- Period of Evaluation: 08/25/2006 to 08/24/2008
- Purpose of Evaluation: Renewal of Staff Appointment/Privileges
- SSN: 400400400
- Rank/Grade: Lieutenant Colonel
- Privileges Effective: 08/25/2006
- Type: ☐ Electronic PAR ☒ Offline PAR
- Provider Category: Physician
- Corps: MC
- Privilege Expiration: 08/24/2008

Below the routing information, there is a section for "Nuclear Medicine (A)" with a "PAR Evaluator" dropdown menu. Underneath, there are two lists: "Available PAR Reviewers [Optional]" and "Selected PAR Reviewers [Optional]". The available reviewers list includes "PARREV15 PARREV15" and "PARREV16 PARREV16". Navigation buttons (>, >>, <, <<) are provided between the two lists. At the bottom of the form, there are buttons for "Submit", "Close", and "Cancel PAR".

Exhibit 10.7-1. Offline PAR Radio Button

CCQAS will send the PAR Evaluator an email message that he/she has a PAR to accomplish, and a new task, "Task = Complete Offline PAR", will also be added to the evaluator's work list.

The screenshot shows the CCQAS Version 2.8 interface in Microsoft Internet Explorer. The user is logged in as W0Q3AA. The "Work List" section displays the following information:

- Work List for W0Q3AA, BEAUMONT ARMY MED CTR
- Status: Open Tasks
- Role: All
- Show tasks with a start date between 08/25/2005 and 08/25/2006
- Filter

Task	Role	From (Role)	Provider	App Type	Corps	Task Start Date	Task Complete Date
Complete PAR	PAR Evaluator	CC22, CC22 (CC/CM/MSSP)	FLINSTONE, FRED (Military)	Renewal	Medical Corps	08/25/2006	
Complete Offline PAR	PAR Evaluator	CC22, CC22 (CC/CM/MSSP)	FLINSTONE, FRED (Military)	Renewal	Medical Corps	08/25/2006	

Exhibit 10.7-2. Evaluator Work List Task – Complete Offline PAR

When the PAR Evaluator opens the "Complete Offline PAR" task, the Offline PAR Notification screen is returned.

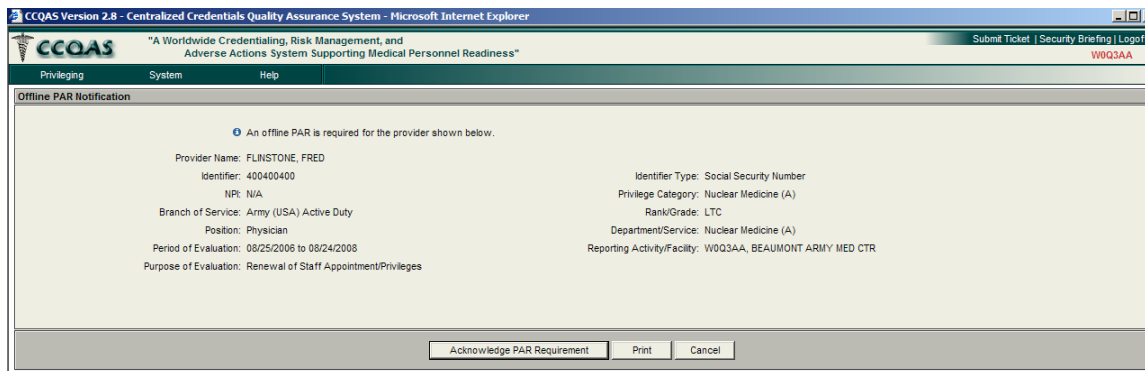


Exhibit 10.7-3. Offline PAR Notification

The Offline PAR Notification screen includes the information about the provider and PAR duty location and time period for the PAR. The PAR Evaluator can print the information by selecting **<Print>**, close the screen and return to the work list by clicking **<Cancel>**, or acknowledge receipt of the notification by clicking **<Acknowledge PAR Requirement>**. Once the notification is acknowledged, the PAR Evaluator should proceed with completion of the offline PAR.

Electing to perform an offline PAR does not remove the requirement for a PAR to be completed prior to processing a Renewal or Transfer (PCS) application in CCQAS. However, since an “Offline PAR” means a paper report, the CC/MSSP/CM must ensure that before routing a renewal or PCS privilege application, the paper PAR is completed and available to the reviewers by scanning, uploading and associating it with the provider’s privilege application.

10.8 Frequently Asked Questions (FAQ)

FAQ: One of my providers PCSd and a PAR was completed by the evaluator. However, the evaluator wants to do another because he feels that the PAR he completed was not accurate. Can he do this even if the provider already completed his PCS application?

Answer: Yes. You can manually initiate a PAR task by selecting the “Work List” menu item from the Privileging module, and then clicking on the “My Applications” tab. From the summary listing, select the appropriate provider and his last approved or completed application. Click on the hidden menu and select “Initiate PAR”. You may have to select a reason for the PAR from the pick list, and change the dates for the “Period of Evaluation”. You can then set up the PAR routing to include the evaluator who wishes to accomplish this PAR. When he completes the PAR, it will become part of the provider’s record and will be available to reviewers and the PA at the provider’s gaining facility.